

This document serves as a practical guide for the eligible institutions accepting Michigan's new state scholarship program, **Futures for Frontliners**. This guide will be continually updated as feedback is received, and the program evolves.



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Support to Applicants

For questions on the scholarship program, eligibility requirements, and application process, or for technical support while completing the application, applicants can be referred to the following resources:

- **Frontline workers who already have their high school diploma can:**
 - Read through [our FAQ page](#) for Community College
 - **Call:** 517-636-7000 (Customer Care Center)
 - **Email:** MIStudentAid@michigan.gov.
- **Frontline workers who need to complete their high school diploma can:**
 - Read through [our FAQ page](#) for High School Completion
 - **Email:** LEO-AdultEd@michigan.gov

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Support to Community Colleges

- **Please email both:**
 - **LEO Program Administrator:** LEO-FuturesforFrontliners@michigan.gov
 - **Treasury Program Coordinator:** MIStudentAid@michigan.gov
- **Call:** 1-888-447-2687 (Customer Care Center)

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Quick Links

- Digital copy of the (Path 1) [F4F Handbook for Community Colleges](#)
- Digital copy of the (Path 2) [F4F Handbook for High School Completion](#)
- Digital copy of the [F4F MiSSG Manual](#)

Description & Application

Futures for Frontliners (F4F) provides last-dollar tuition-free access to community college for Michiganders without college degrees, who worked as frontline workers in essential industries between April 1 – June 30, 2020, to pursue a Pell-eligible associate degree or industry-recognized certificate. The scholarship program is intended to give thanks to those who put themselves at risk during our state COVID-19 shutdown to help keep our state running.

F4F offers two pathways to community college for:

- **(“Path 1”)** Frontline workers who already have their high school diploma or equivalent
- **(“Path 2”)** Frontline workers who still need to complete their high school diploma or equivalent **prior to or while dually-enrolled at an eligible institution.**
 - **Note:** “Path 2” is administered by the Office of Adult Education in the Michigan Department of Labor and Economic Opportunity Workforce Development (LEO-WD).

Frontline workers **who met the criteria for “Path 1”** must **have completed** a one-time [F4F-specific online application](#) to **determine the** student’s eligibility. See [Appendix B](#) for screenshots of the application for Path 1.

Steps to Apply and Participate in the Scholarship

1. Applicants **were required to** submit a F4F application by 11:59pm on December 31, 2020. Once submitted, the State **reviewed the** application and **worked** to internally determine **the applicant’s** eligibility. **Applicants were notified – by email and via their Student Portal status – within 7 - 10 days whether their application was accepted** or if the State needed further information to determine their eligibility.

F4F applicants **who were denied could inquire to learn more about their status or about appealing their status by contacting** the Customer Care Center at the Michigan Department of Treasury.

If **their application was** accepted, the State **informed the accepted applicant** that they needed to **then** complete the **following** steps to **participate in the scholarship program:**

2. Apply to and be admitted to one of Michigan’s public community **or tribal** colleges
3. Submit a FAFSA application
4. Enroll in and begin classes **at least half-time (6 credits) in their program of study** in winter, spring, summer, or fall 2021

See [Student Eligibility](#) for more information.

Student Eligibility

- Must **have completed** and **submitted** a F4F scholarship application by 11:59pm on December 31, 2020
- Must be a Michigan resident
 - An independent student for financial aid purposes must have maintained continuous Michigan residency since July 1 of the previous calendar year, to be considered a Michigan resident and eligible for F4F.
 - If the student is a dependent for financial aid purposes, their residency follows their parents' residency. Therefore, the parent must have maintained continuous Michigan residency since July 1 of the previous calendar year for the student to be considered a Michigan resident and eligible for F4F.
- Must have graduated from high school with a diploma or earned a high school equivalency certificate by December 31, 2020.
 - Applicants are self-attesting that they have a high school diploma already and do not have an associate or bachelor's degree yet. Community Colleges are not responsible for doing an independent verification of past educational history when reviewing an applicant's eligibility for F4F.
- Must have been employed in an essential industry as defined on Michigan.gov/Frontliners
- Must have worked at least half time for 11 of the 13 weeks during the second quarter of 2020
 - *Half time* is defined as an average of at least 20 hours per week
 - *Second quarter* is April 1 – June 30, 2020
- Must have worked in a job that required them to work at least some of the time outside of their home
 - *Some of the time* is not defined as every day, but as regularly or on a substantial basis
 - An exception to this rule is for frontline workers whose jobs are home-based and were at risk of exposure by having individuals in their home (i.e., home-based childcare providers)
- Must not have previously earned an associate or baccalaureate degree
- Must not be in default on a Federal student loan or Title IV overpayment
 - If the student is able to resolve their defaulted student loan or overpayment on Title IV aid and enroll by Fall 2021, they could be eligible for F4F.

If the interested applicant does not meet one or more of these criteria, their scholarship application will not be accepted.

If a college becomes aware (e.g., from their own database system) of a F4F applicant or participant who does not meet the [Student Eligibility](#), inform the Treasury F4F Program Coordinator.

If a F4F participant loses eligibility for the scholarship program, they may apply to Reconnect. They cannot participate in both grant programs at the same time.

Once an applicant's F4F scholarship application has been accepted, they will then need to complete the following steps in order to **participate in the scholarship:**

- Must apply to and be admitted to an accredited Michigan public community college, including Michigan's tribal colleges
- Must **file** the Free Application for Federal Student Aid (FAFSA) for the academic year in which the student will be enrolled and the verification process completed for those required.
 - Having a completed FAFSA includes meeting the [eligibility criteria for federal student aid](#) **except for Satisfactory Academic Progress (SAP)**.
 - If a student exhausts their federal Pell Grant or maxes out their federal student loan limits, they are still able to receive F4F.
- Must enroll at least half-time (6 credits) **in courses towards their program of study** and begin classes in the winter, spring, summer or fall semester of 2021

If the accepted F4F applicant completes these three steps, they will become a Futures for Frontliners scholarship participant and must then meet the [Program Eligibility](#) to continue to qualify for the program until the limits of the program are met (see [Eligible Programs of Study](#)).

If the accepted F4F applicant does not complete these three steps, they will **no longer qualify for the scholarship** and **will not be able to participate in the scholarship program**.

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Program Eligibility

F4F participants will have to complete a FAFSA annually and list their community college as their first school on the FAFSA for the student to reflect on the MiSSG roster each year.

For renewal of their scholarship, a F4F participant must:

- Complete the FAFSA and verification process (if required) annually
- Maintain Michigan residency
- Maintain *continuous enrollment as at least a half-time student* in a Pell-eligible program at an eligible institution leading to an associate degree or industry-recognized certificate unless a leave of absence is granted.
 - **Continuous enrollment:** Enrolled in at least 2 semesters or the equivalent in terms or quarters, as determined by the Department of Labor and Economic Opportunity during each 12-month period for a number of consecutive years. The two or more semesters, terms, or quarters of enrollment within a 12-month period need not be consecutive.
 - **Half-time enrollment:** Enrolled in at least 6 credit hours in an academic semester or the equivalent number of credit hours in a term or quarter.
 - If the F4F participant **becomes** enrolled in less than 6 credits *due to withdrawing from a course or courses after the add/drop period*, they can continue to maintain their eligibility as long as they meet the other [Program Eligibility](#) requirements.

- Maintain a cumulative GPA of at least 2.0 in the courses taken towards the Pell-eligible associate degree or industry-recognized certificate while F4F participants. Grades earned prior to the student's participation in F4F are not to be considered for F4F eligibility.
 - The cumulative 2.0 GPA should be calculated at the end of each 12-month period if the student has met continuous enrollment at their eligible institution.
 - Students, whose GPA has been calculated and do not meet the 2.0 GPA requirement, should be reported in MiSSG by marking 'GPA Not Met' in the student's record in MiSSG.

If a F4F participant does not meet one or more of the eligibility criteria to continue maintaining the scholarship, the eligible institution will not submit a reimbursement request or eligible no reimbursement report on behalf of the student. The student will permanently lose the ability to participate in the F4F program and their participation cannot be reinstated unless a leave of absence applies and is approved. See [Leave of Absence from Scholarship Program](#).

When submitting a reimbursement request or reporting eligible no reimbursement on behalf of a F4F student, the eligible institution is confirming that the student meets the requirements to continue to receive the award. (See the [F4F MiSSG Manual](#)).

F4F participants may change the program in which they are enrolled providing the change is to a Pell-eligible associate degree or industry-recognized certificate program. The four-year limit on the length of time one may receive a F4F scholarship still applies.

A F4F participant may be considered 'Eligible No Reimbursement' if they have other scholarships or awards that cover their in-district tuition, mandatory fees and contact hours or choose not to utilize F4F funds if they have other scholarships or awards that fit their financial needs better. F4F participants who are 'Eligible No Reimbursement' are still considered participants of the award and must still meet the [Student Eligibility](#) and [Program Eligibility](#) requirements to avoid losing the scholarship and be able to receive more than \$0 F4F in future semesters.

F4F participants may choose to deny the scholarship if they do not wish to be required to meet the [Program Eligibility](#) requirements. Once the scholarship has been denied it cannot be reinstated as there is no way to reapply for the program.

If a student chooses to decline their Pell Grant, they will not be able to use their F4F award.

Enrollment in courses as part of a consortium agreement, including MCO, is allowed provided the courses are part of the curriculum for the F4F participant's associate or industry-recognized certificate program and where the community or tribal college is the home institution.

- **The first 12-month period** begins at the start of the student's first semester as a F4F participant in which they are enrolled in at least 6 credits.

- If the first semester of their 12-month period is in Winter/Spring, their 12-month period would end at the end of the Fall semester within the same calendar year. (e.g., Winter/Spring '21 and Fall '21).
- If the first semester of their 12-month period is in Summer, their 12-month period would end at the end of the Winter/Spring semester of the following calendar year. (e.g., Summer '21 and Winter/Spring '22).
- If the first semester of their 12-month period is in Fall, their 12-month period would end at the end of the Summer semester of the following calendar year. (e.g., Fall '21 and Summer '22).

Eligible Programs of Study

Pell-eligible program at an eligible institution leading to an associate degree or industry-recognized certificate.

Interested F4F applicants, who have not yet earned an associate or bachelor's degree but have earned a certificate previously and are currently enrolled in an associate degree program *are* eligible to apply for this program.

F4F will only cover the cost of one (1) program at any given time.

F4F participants who choose to pursue an industry-recognized certificate can still go on to pursue their associate degree **if the certificate is in an industry-recognized field that is related to the associate degree to be pursued.**

F4F will cover the cost for the certificate *and* associate degree within the four-year limit. If the course of study is not completed within the four-year F4F limit, the student will be responsible for covering the remaining cost of their academic program.

F4F will only cover the cost of one (1) certificate within the four-year limit.

USDOL apprenticeship programs are not eligible. If an apprenticeship program informs apprentices that completion of a Pell-eligible associate degree or industry-recognized certificate at the community college counts towards the academic requirement of the apprenticeship program, the apprentice could attend the community college tuition-free. However, that is an arrangement between the union and the apprentice. Non-Pell-eligible courses or courses outside of the community college are not available for the F4F scholarship.

Guest/visiting students are not eligible for this award.

If a F4F participant maintains their award, participation can continue until the occurrence of either the following, whichever occurs first:

- Four years have passed since their first semester as a F4F participant, or

- The participant has earned an associate degree

There is no academic year cap as to how many credits can be billed.

Additional Program Details

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Leave of Absence from Scholarship Program

A participant, who takes a leave of absence from an eligible institution and is unable to be continuously enrolled due to an approved hardship, may continue to receive their award upon resuming their education at an eligible institution provided there is continued program funding and the student continues to meet all applicable eligibility requirements for the scholarship program. An approved leave of absence does not disrupt the requirement of continuous enrollment (see [Program Eligibility](#)) and the time in which the student was not continuously enrolled does not count toward the scholarship program's four-year time limit.

The leave of absence process, review, and approval is to be managed by, and is at the discretion of, the eligible institution the student will be attending to resume their education. However, the department (LEO) does also consider the following reasons to be considered allowable issues of hardship:

- Fulfilment of a religious commitment expected of all students of that faith
- a participant's participation in an internship or co-op program that is required or encouraged as part the academic program in which they are enrolled, or
- participants who become waitlisted for their program or provided a late start date after pre-requisite courses are completed for their curriculum

If a student's leave of absence is approved by the eligible institution, community college staff with access to MiSSG will enter in a leave of absence for all semesters the student missed during the leave of absence within the student's record in MiSSG.

Withdrawals and No Show (NS)

1. For a F4F participant's first 12-month period, the scholarship will cover the tuition cost of courses the student withdraws from after a college's "add/drop" period.

2. For the first semester of a F4F participant's 2nd 12-month period, the college will cover the cost of any withdrawn courses after the "add/drop" period, meaning neither the State nor the student can be charged.

3. From the second semester of a F4F participant's 2nd 12-month period and on, all withdrawn course costs after the "add/drop" period are to be covered by the student.

This policy will also apply to courses for which a F4F participant receives a No Show (NS) grade.

Special Reporting

By accepting F4F scholarship funds, institutions agree to participate in data collection and quality assurance protocols established by LEO for the purpose of accurately tracking student outcomes, e.g.:

- Updated enrollment reports for each semester
- Graduate reports for each semester

F4F participants who are 'Eligible No Reimbursement' should still be included in the colleges' reporting.

MiSSG Information and Eligibility Roster Reports

In the information reports, community college staff with access to MiSSG have access to the contact information for F4F applicants who picked their institution as where they plan to attend.

- **Information roster:** F4F applicants with a FAFSA on file; contact information, eligibility status, and ineligible reason(s) listed.
- **Eligible Students roster:** F4F applicants who are 'eligible' on the MiSSG site.
 - When a student is classified as "eligible" on the MiSSG site, it means the student is accepted in F4F **and** has submitted a FAFSA. Applicants who have a MiSSG Ineligible Reason of 'Pending FAFSA' are still considered accepted in the F4F program until the end of calendar year 2021.

When the student's status is "ineligible," it does not necessarily mean that they have been denied. Please see the table below explaining the "ineligible" reasons. A student may be "ineligible" for more than one reason, so please take that into consideration when reviewing information or any eligibility roster reports.

The community colleges can "clear ineligible reasons" on MiSSG for issues (e.g., FAFSA, default on loans, residency, citizenship) if they have the documentation to do so.

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MiSSG Ineligible Reasons for F4F Applicants

MiSSG Ineligible Reason(s)	Explanation
Associate Degree Earned	Participant earned their associate degree while receiving F4F and is no longer eligible for the program.
Citizenship Status	FAFSA is showing that student is not considered as a US Citizen or eligible non-citizen student. Student needs to

	contact college if there is an error to work with them to resolve.
Default on Federal Financial Aid	Student needs to contact college to find out details on how to resolve the default or Title IV Overpayment .
Default on State Financial Aid	Student needs to contact student loan provider to find out details in how to no longer be in default.
Did Not Begin on Time	Student didn't attend classes within required timeframe of program. Path 1 students have <u>until Fall 2021</u> to initiate participation in the F4F program.
GPA Requirement Not Met	Student has a cumulative GPA below 2.0 while receiving the F4F Scholarship. This calculation begins when student starts participating in the scholarship program.
Industry Not Verified	Applicant has been denied based upon information provided in their Employment Verification Form or did not provide information by the deadline of 11:59 PM on February 1, 2021 .
Ineligible Institution	School selected by student isn't an F4F eligible institution. If the student plans to attend an eligible institution they must update the MiSSG Student Portal.
Pending FAFSA	FAFSA has not been completed or if completed recently advise student FAFSA results will take roughly 5-7 business days to appear in system. However, student must enroll by Fall 2021 to take advantage of F4F.
Prior Degree Earned	Student selected Bachelor or Graduate Student as college graduate level on FAFSA. Student needs to contact college if there is an error to work with them to resolve.
Student Not MI Resident	Information received on FAFSA shows that they are not considered as a Michigan Resident. Student needs to contact college if there is an error to work with them to resolve. See Student Eligibility .
Wages Not Verified	Applicant has been denied based upon information provided in their Employment Verification Form or did not provide information by 11:59 PM on February 1, 2021 .
Years of Eligibility	Student has met the four-year time limit of the program based on their first reimbursement or eligible no reimbursement report that the Department of Treasury received.

Applicants can check their application status and MiSSG ineligible reason(s), if any, in the MiSSG Student Portal by visiting Michigan.gov/Frontliners.

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Awarding Information

The F4F scholarship covers the in-district tuition rate whether a student attends a school within their district or not. Out-of-district costs are not covered by F4F. If a student chooses -- or is required -- to go to an out-of-district community college, the F4F participant is responsible for covering the cost difference between the in-district tuition rate and out-district rate.

The F4F scholarship program is a last-dollar scholarship, which is equal to the difference between in-district tuition and fees (i.e., contact hours and mandatory fees) and any Pell Grant and **any** tuition-restricted scholarships or awards (excluding TIP) that a student receives following the packaging order.

See [Appendix A](#) for billing examples.

Mandatory fees must be specified in the institution's course catalog as mandatory for all students as a condition of enrollment. Mandatory fees do not include:

- Course-specific fees
- Lab fees
- Athletic fees
- Parking fees
- Any 'one-time' fees

Contact hours: Regardless of what a college's terms are for 'contact hours', as long as these hours reflect the time in which a student receives active instruction as part of a course of study, contact hour costs will be covered by F4F.

Pell Grant and **any** tuition-restricted scholarship or awards (excluding TIP) will be first-dollar for this program following the packaging order.

F4F follows the federal aid rule on repeating coursework **from when the student becomes a F4F participant. F4F does not consider courses taken prior to becoming a Futures for Frontliners participant.**

F4F will pay for Pell-eligible remedial or developmental education courses. **However, beginning January 1, 2022, F4F will only pay for developmental courses offered through a corequisite model, compression model, a modulation model or other approaches that accelerate the process of enabling students who need remediation to raise their skills to college level and complete credit-bearing courses.**

F4F will also cover pre-requisite courses that are within the associate degree or industry-recognized certificate curriculum. Pre-requisites that must be completed before a student can apply for a specific associate degree or industry-recognized certificate program will not be covered.

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Packaging Order Considerations

The packaging order for this scholarship, dependent on the student's eligibility for each, is:

Packaging Order

1. Pell Grant
2. MITW
3. Survivors Tuition Grant (STG)
4. Children of Veterans Tuition Grant (CVTG)
5. Michigan Competitive Scholarship (MCS)
6. Futures for Frontliners (F4F)
7. Tuition Incentive Program (TIP)
8. Fostering Futures Scholarship (FFS)
9. VA Benefits
10. Non-tuition restricted awards **or funding that should not be subtracted from the calculation of the scholarship, e.g.:**
 - Student Loans
 - Work study
 - Qualified withdrawals from an education savings account
 - Supplemental Educational Opportunity Grant (SEOG)
 - Foundation, institutional, and/or private scholarships
 - **Michigan Education Trust (MET)**
 - **Promise Zones**
 - WIOA funds. **Please see** policy issuance ([PI 20-31](#)) **on** guidance **regarding** how the WIOA funds can be used for supportive services, case management, and follow up services for F4F participants.

If awarded, F4F scholarship money must be paid to the eligible institution for credit to the student's account.

College staff with access to MiSSG can access the 'Eligible No Reimbursement' **roster** to identify these students. Please refer to the [Futures for Frontliners \(F4F\) MiSSG Manual](#).

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Transfer Students

A student who participates in the F4F scholarship program may transfer from one eligible institution to another eligible institution without loss of the scholarship so long as the student continues to meet the requirements **to continue to participate in the scholarship**.

F4F does not require that the student's GPA transfer to their new institution. For calculating the GPA, please see [Program Eligibility](#).

The new institution must check MiSSG to determine if the student has their current-year FAFSA on file and does not have any [MiSSG Ineligible Reasons](#) flagged or issues preventing a reimbursement request / eligible no reimbursement report from occurring.

There are four items an eligible institution will need to check to determine if the student is still eligible to be awarded F4F:

- Current-year FAFSA is on file (MiSSG)
- Student meets Michigan residency requirement (MiSSG)
- Student does not have a 'not continuously enrolled' label on the Reimbursement request roster (MiSSG)
- Student does not have 'GPA Not Met' marked (MiSSG)

Prior to awarding the student, the eligible institution should confirm that the student is on their MiSSG reimbursement roster.

Community college staff with access to MiSSG can pull a 'Students Paid at Other Institution' report to identify if a F4F participant received tuition payment for F4F (or other scholarships and awards) from another institution.

Appendix A

In-District Billing Examples

Course	Contact Hours	Credit Hours	Tuition	Tech Fee	Lab Fee	Other Fees	Charges
Course 101	5.50	5.50	\$748.00	\$173.25	\$90.00	\$0.00	\$1,011.25
Course 102	2.00	2.00	\$272.00	\$63.00	\$0.00	\$0.00	\$335.00
Course 103	14.00	4.70	\$1,904.00	\$441.00	\$345.00	\$0.00	\$2,690.00
	21.50	12.20					
			Sub Total				\$4,036.25
			Student Fee (Non-refundable)				\$95.00
			Facility				
			Fee				\$0.00
			Total Misc. Fees				\$0.00
			Total Online Fees				\$0.00
			Total Program Fee				\$1,010.50
			Total Tuition Adjustments				<u>\$0.00</u>
			Total Charges				\$5,141.75
In-District	\$136.00						

In-District F4F Award Calculation

Tuition at In-District rate (\$136 x 21.5 contact hours) =	\$2,924.00
Mandatory Fees (Tech fee and Student fee)	<u>772.25</u>
Total In-District Tuition/Fees	\$3,696.25

F4F will pay \$3,696.25

Student will owe College: (\$5,141.75 - \$3,696.25) = **\$1,445.50**

In-District F4F and \$1,600.00 Pell Award Calculation

Tuition at In-District rate (\$136 x 21.5 contact hours) =	\$2,924.00
Mandatory Fees (Tech fee and Student fee)	<u>772.25</u>
Total In-District Tuition/Fees	\$3,696.25

F4F will pay \$2,096.25

Pell will pay \$1,600.00

Student will owe College: (\$5,141.75 - \$3,696.25) = **\$1,445.50**

In-District F4F and TIP Award Calculation

Tuition at In-District rate (\$136 x 21.5 contact hours) =	\$2,924.00
Mandatory Fees (Tech fee and Student fee)	<u>772.25</u>
Total In-District Tuition/Fees	\$3,696.25

F4F will pay \$3,696.25

TIP will pay \$0

Student will owe College: (\$5,141.75 - \$3,696.25) = **\$1,445.50**

In-District F4F, \$1,600 Pell, and TIP Award Calculation

Tuition at In-District rate (\$136 x 21.5 contact hours) =	\$2,924.00
Mandatory Fees (Tech fee and Student fee)	<u>772.25</u>
Total In-District Tuition/Fees	\$3,696.25

F4F will pay \$2,096.25

Pell will pay \$1,600.00

TIP will pay \$1,600.00

Student will be refunded: (\$5,296.25 - \$5,141.75) = **\$154.50**

Out-of-District Billing Example

Course	Contact Hours	Credit Hours	Tuition	Tech Fee	Lab Fee	Other Fees	Charges
Course 101	5.50	5.50	\$1,413.50	\$173.25	\$90.00	\$0.00	\$1,676.75
Course 102	2.00	2.00	\$514.00	\$63.00	\$0.00	\$0.00	\$577.00
Course 103	14.00	4.70	\$3,598.00	\$441.00	\$345.00	\$0.00	\$4,384.00

21.50

12.20

Sub Total	\$6,637.75
Student Fee (Non-refundable)	\$95.00
Facility Fee	\$0.00
Total Misc. Fees	\$0.00
Total Online Fees	\$0.00
Total Program Fee	\$1,010.50
Total Tuition Adjustments	<u>\$0.00</u>

Total Charges \$7,743.25

Out-of-District \$257.00

Out-of-District F4F Award Calculation

Tuition at In-District rate (\$136 x 21.5 contact hours) =	\$2,924.00
Mandatory Fees (Tech fee and Student fee)	<u>772.25</u>
Total In-District Tuition/Fees	\$3,696.25

F4F will pay \$3,696.25

Student will owe College (\$7,743.25 - \$3,696.25) = **\$4,047.00**

Out-of-District F4F and \$1,600.00 Pell Award Calculation

Tuition at In-District rate (\$136 x 21.5 contact hours) =	\$2,924.00
Mandatory Fees (Tech fee and Student fee)	<u>772.25</u>
Total In-District Tuition/Fees	\$3,696.25

F4F will pay \$2,096.25

Pell will pay \$1,600.00

Student will owe College (\$7,743.25 - \$3,696.25) = **\$4,047.00**

Out-of-District F4F and TIP Award Calculation

Tuition at In-District rate (\$136 x 21.5 contact hours) =	\$2,924.00
TIP Tuition difference coverage (\$121 x 12 credit hours*) =	1,452.00
Mandatory Fees (Tech fee and Student fee)	<u>772.25</u>
Total In-District Tuition/Fees	\$5,148.25

F4F will pay \$3,696.25 = (\$5,148.25 minus \$1,452.00)

TIP will pay \$1,452.00

Student will owe College (\$7,743.25 - \$5,148.25) = **\$2,595.00**

Out-of-District F4F, \$1,600 Pell and TIP Award Calculation

Tuition at In-District rate (\$136 x 21.5 contact hours) =	\$2,924.00
TIP Tuition difference coverage (\$121 x 12 credit hours*) =	1,452.00
Mandatory Fees (Tech fee and Student fee)	<u>772.25</u>
Total In-District Tuition/Fees	\$5,148.25

F4F will pay \$ 2,096.25

Pell will pay \$1,600.00

TIP will pay \$3,052.00

Student will be refunded (\$7,743.25 - \$6,748.25) = **\$995.00**

*12 credit hours based upon the student only having 12 hours of TIP eligibility remaining in the academic year. Difference is calculated by subtracting Out-of-District rate from In-District rate.

Allowable F4F charges minus (Pell and other tuition specific awards (except TIP)) equals F4F Award.

Allowable TIP charges minus (F4F and other tuition specific awards) equals TIP Award

Example for an out-of-district student who has been approved for TIP

Number of credits = 12
Total contact hours = 21
Semester Pell amount = \$1,600

In-district = \$100
Out-of-district = \$200
Contact hour = \$100
Mandatory fees = \$500

Total semester charges for an out-of-district student

$(\$200 \times 12 \text{ credits}) + (\$200 \times 21 \text{ contact hours}) + \$500 = \$7,100$

Total semester charges for an in-district student

$(\$100 \times 12 \text{ credits}) + (\$100 \times 21 \text{ contact hours}) + \$500 = \$3,800$

Pell eligibility

F4F assessment

Allowable charges: In-district credit + Contact hours + mandatory fees

$(\$100 \times 12 \text{ credits}) + (\$100 \times 21 \text{ contact hours}) + \$500 = \$3,800$

$\$3,800 - \$1,600 \text{ [Pell]} = \mathbf{\$2,200 \text{ [F4F award]}}$

TIP assessment

Allowable charges: Out-of-district credit + \$250 mandatory fees

$(\$200 \times 12 \text{ credits}) + \$250 = \$2,650$

$\$2,650 - \$250 \text{ [fees covered by F4F]} = \mathbf{\$2,400 \text{ [TIP award]}}$

No Pell eligibility

F4F assessment

Allowable charges: In-district credit + Contact hours + mandatory fees

$$(\$100 \times 12 \text{ credits}) + (\$100 \times 21 \text{ contact hours}) + \$500 = \mathbf{\$3,800 \text{ [F4F award]}}$$

TIP assessment

Allowable charges: Out-of-district credit + \$250 mandatory fees

$$(\$200 \times 12 \text{ credits}) + \$250 = \$2,650$$

$$\begin{aligned} &\$2,650 - \$1,200 \text{ [in-district credit covered by F4F]} - \$250 \text{ [mandatory fees covered by F4F]} \\ &= \mathbf{\$1,200 \text{ [TIP award]}} \end{aligned}$$

Appendix B

F4F Application Screen Shots (Path 1)

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* = Required

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Introduce Yourself

Your Employment

Your Goals

Provide Contacts

Create Account

Review & Confirm

Please introduce yourself.

* What is your first name?

* What is your last name?

* When is your birthday?

* Have you earned a high school diploma, certificate of completion, or high school equivalency (including the GED)?

☐ Yes ☐ No

* Have you already earned an associate or bachelor's degree?

☐ Yes ☐ No

Need help or have questions? Call the Customer Care Center at 517-636-7000 Monday-Friday from 8:00AM-5:00PM.

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Introduce Yourself

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Review & Confirm

Please tell us about your work as a frontliner during COVID-19.

Answer these questions about your employment from April 1 through June 30, 2020.

* What was your job title?

Answer based on your job from April 1-June 30.

* What was the name of your employer?

Answer based on your job from April 1-June 30.

* Did you work in this job between April 1 and June 30, 2020?

☐ Yes ☐ No

Answer yes only if you worked for at least 11 of 13 weeks during this time.

* Did you work in this job part-time or more?

☐ Yes ☐ No

Answer yes only if you worked at least an average of 20 hours per week.

* Did your job require you to work outside of your home at least part of the time between April 1 and June 30, 2020?

☐ Yes ☐ No

Answer based on your job from April 1-June 30.

Need help or have questions? Call the Customer Care Center at 517-636-7000 Monday-Friday from 8:00AM-5:00PM.

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Introduce Yourself

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Review & Confirm

Tell us more about your goals.

* Which community college do you plan to attend?

ALPENA COMMUNITY COLLEGE

* When do you plan to start classes?

Winter/Spring 2021

* Do you plan to be a part-time or full-time student?

Full Time

Need help or have questions? Call the Customer Care Center at 517-636-7000 Monday-Friday from 8:00AM-5:00PM.

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Introduce Yourself

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Review & Confirm

How can we contact you?

* What is the email address we can use to further communicate with you?

* Please confirm your email address.

* What is your phone number?

* Can we text you reminders and resources at this number?

☐ Yes ☐ No

Need help or have questions? Call the Customer Care Center at 517-636-7000 Monday-Friday from 8:00AM-5:00PM.

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Page 6: Preview & Confirm



Please review and confirm the information you entered is correct.

Print or take a screenshot of this page for your records.

What is your first name?	Nick
What is your last name?	Brown
When is your birthday?	1/1/2000
Have you earned a high school diploma, certificate of completion, or high school equivalency (including the GED)?	Yes
What was your job title?	cashier
What was the name of your employer?	meijer
Did you work in this job between April 1 and June 30, 2020?	Yes
Did you work in this job part-time or more?	Yes
Did your job require you to work outside of your home at least part of the time between April 1 and June 30, 2020?	Yes
When do you plan to attend community college?	Winter/Spring 2021
Which community college do you plan to attend?	ALPENA COMMUNITY COLLEGE
Do you plan to be a part-time or full-time student?	Full Time
Have you already earned an associate or bachelor's degree?	No

What is the email address we can use to further communicate with you?	brownn9@michigan.gov
What is your phone number?	514-000-0000
Can we text you reminders and resources at this number?	No
Choose a username	nbrown99
Your Social Security Number	***-**-****
What is your Gender?	Male
What is your Race?	Prefer not to answer
What is your Zip Code?	48917
Security Image	

☐ I confirm that the information provided here is correct
I acknowledge by gaining access to this site I certify that I am the student/borrower or have the student/borrower's permission to access the information. Access without permission may subject you to civil penalties or criminal prosecution.

① Need help or have questions? Call the Customer Care Center at 517-636-7000 Monday-Friday from 8:00AM-5:00PM.

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Submit

Page 7: Application Complete

Student Scholarships & Grants

Great work!

Your Futures for Frontliners application has been submitted.

Receive confirmation you're eligible - After you apply, the state will confirm you are eligible for Futures for Frontliners. You'll receive an email in 7 to 10 business days.

We're in this with you! If you have questions, you can always give our Customer Care Center a call at (517) 636-7000 or visit Michigan.gov/Frontliners.

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